



DENALI COMMISSION

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October 10, 2003

Request for Letters of Interest (LOI) for Denali Commission FY 2004 Funding for Health Facility Program Categories 3, 4, and 5

Rural Hospitals – Primary Care, Assisted Living Facilities and Behavioral Health Facilities; and
Conceptual Planning for Other Health Facility Projects

IMPORTANT

The Denali Commission has not yet received any funding in FY04 for Categories 3, 4, and 5 as identified in the Preliminary NOFA dated October 10, 2003. This LOI is issued in anticipation and preparation of federal funding for such categories in FY 04.

The Commission may consider Health Facility Funding Categories other than those categories listed above which were identified as priorities by the Commission's Health Steering Committee.

LOI INTENT

The following request for LOIs is issued by the Commission in an effort to gather information on potential projects in the three funding categories listed above (Primary Care in Rural Hospitals, Assisted Living, and Behavioral Health). The purpose of this request for LOIs is two-fold.

First, to generate a list of construction ready projects in the three aforementioned categories for FY04 funding. Second, to generate a list of projects in need of conceptual planning for potential funding in future fiscal years for health facility projects outside of the Primary Care Clinic Program.

PROGRAM REQUIREMENTS AND DEFINITIONS

Investment Policy

LOI applicant projects must be consistent with the Denali Commission draft Investment Policy (Investment Policy is provided on web page www.denali.gov). While this policy is in effect, the Commission is soliciting comments on it, and welcomes your input.

Construction Ready Projects

For the purposes of this LOI construction ready means the project has **site control**, minimum **cost share match***, 100% **design** drawings and **permits**, and documentation of **sustainability** through a business plan. Additionally, projects must have a construction start no later than September 1, 2004. Applicants who believe they are currently construction ready, or will be construction ready by the September 1, 2004 deadline should provide an explanation in the LOI discussing their timeline and plan for achieving construction readiness.

***Match Requirements**

Cost Share Match is statutorily required for all Denali Commission projects. The Health Facilities Program requires either a 50% or 20% cost share match for construction funding. Cost share match determinations are based on a community's "distressed" (20%) or "non-distressed" (50%) community classification. The list of community classifications is available on the Commission's website, www.denali.gov, "Health Care Facilities" link, "Other Related Documents" link, "Distressed Community Criteria & Surrogate Standard" document.

Federal Funding NOTE

Federal funds can not be used to match Denali Commission funds unless explicitly provided by law. Examples of federal funds which may be used as a cost share match are NAHASDA and ICDBG funds.

LOI PROCESS

The Commission encourages all eligible applicants who can meet the program intent and above requirements to submit a LOI to the following address:

Denali Commission
Attn. Tessa Rinner
510 L Street, Suite 410
Anchorage, AK 99501
907-271-1414

Review of LOIs for construction ready projects will begin immediately, however the deadline for construction ready LOI submissions is **November 25, 2003 (close of business)**. This deadline will allow the Commission to solicit full proposals and in turn provide funding recommendations for approval by the full Commission at the January 23, 2004 Quarterly meeting.

Those projects which are not construction ready at this time may submit a LOI for conceptual planning to the address listed above. Conceptual planning LOIs will be reviewed upon receipt, and must be received by **January 30, 2004 (close of business)**.

Applicants with LOIs indicating all minimum requirements are or can reasonably be met in the required construction ready time-frame will be invited to submit a complete proposal. The Commission reserves the right to request additional information if needed.

LOI FORMAT

Only the LOI should be submitted at this time. **PLEASE DO NOT INCLUDE ADDITIONAL DOCUMENTATION.**

The LOI must include a completed LOI Project Summary Form as a coversheet and a completed IRS Release of Information form (forms are provided on page 4 & 5).

Both construction ready and conceptual planning LOIs should, at a minimum reference the following elements or discuss why they do not apply at this time (conceptual planning projects only):

- **Brief Project Description including:**
 - Overview
 - Background information

- **Description of Service Delivery Plan including:**
 - Description of existing and proposed service delivery plan(s)
 - Demonstration of need
- **Brief Description of Program Requirement Status including:**
 - Comprehensive Community Plan
 - Cost Share Match
 - Site Control
 - Design
 - Permits
 - Sustainability
 - Overview of operation and maintenance plan
 - Overview of repair and replacement plan
- **Behavioral Health Facilities**
 - In the case of behavioral health facilities a discussion of the proposed project's attention to integration and continuum of care in the community is requested.

Denali Commission Request for LOIs

LOI Project Summary Form – Health Facilities (Non-Primary Care ONLY)

Applicant Information		
Legal Name of Applicant:		
Community(ies) to be served:		
Descriptive Title of Project:		
Cost Summary		
Estimated Cost of Project:		\$
Applicant Cost Share:	(20% or 50% of construction cost depending on community classification)	\$
Amount Requested from the Denali Commission:	(Project Cost minus Cost Share)	\$
Current Project Status (check only 1 box)		
Conceptual Planning ?	Design ?	Construction ?
Construction Ready Projects ONLY (check all that are complete)		
<input type="checkbox"/> Site Control Secured		<input type="checkbox"/> Permits Secured
<input type="checkbox"/> 100% Design Drawing Secured		<input type="checkbox"/> Cost Share Match Secured
Representatives of the Applicant		
<u>Contact Person</u> Name: Title: Phone & Fax #: Address: E-mail address:	(A person who submitted the LOI and can answer questions about it)	
<u>Representative:</u> Name: Title: Phone & Fax #: Address: E-mail address:	(A person who can conduct business on behalf of the Applicant)	
Representative Signature:		Date:

